

Zoning Recodification Working Group

Meeting Notes

August 4, 2016

Attendees: Steve Revilak, Town Meeting Member, Charles Kalauskas, MPIC, Ralph Willmer, MPIC, Christian Klein, ZBA, Michael Byrne, Inspectional Services, Laura Wiener, Planning, Nancy Flynn-Barwick, at-large, Cathy Garnett, Conservation Commission, Adam Chapdelaine, Town Manager, Andrew Bunnell, Redevelopment Board

Ask a Question: What question do you have about zoning recodification?

- What should we expect for the process?
- Is Recodification expected to take a single iteration or multiple iterations?
- Will Recodification address the inconsistencies in the Zoning Bylaw?
- What will be our first task?
- What is our charge? How do we introduce graphics into the code?
- What's the desired balance between copy-editing, clean-up and making substantial alterations to the ZBL?
- How to balance the needs of residents to expand or build with impact on neighbors?
- What happened to S2144 and changes to 40A, 40X and 40Y?
- Is this worth the expending of otherwise limited taxpayer dollars?
- ZBL assessment mentioned a “Land Use Working Paper” Where can we get a copy of this document?

What are your expectations of this Group?

- To work with consultants, lawyers and the community to recodify the ZBL.
- Serving as advisor and sounding board for staff and consultants as technical work of recodification is done.
- Oversee the work of the consultant.
- A more legible and accessible code for our town.
- Ensure a smooth process.
- Hope to clarify confusing and conflicting sections of the Bylaw.
- To reach a consensus on proposed changes in recodifying ZBL.
- Make sure that Town Meeting understands what recodification is (and is not).
- Can we develop a new bylaw that makes sense to laypersons?

Group Purpose:

- ZBL should be clearer, internally consistent, reflect the Master Plan, comply with M.G.L. C4OA and current case law.
- Reorganize /reformat ZBL and incorporate better illustrations.
- Responsibilities: Clarify / goals / priorities
 - Input on consultant scope
 - Representative of group to help choose consultant
 - Design public participation process
 - Rep on other Study Groups, such as Open Space Committee

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- Funding consultant work.
- Recommend changes to ZBL

Goals and Priorities:

- Coordinate and get input from other Town groups
- Identify best practices.
- Improve bylaw's ease of use—online forms, access to information.
- Communications—How to communicate changes to Town Meeting and community.
- Build credibility. Should there be a standard annual updates of the ZBL at Town Meeting? Update every 5 years? Zoning Bylaw Review Committee—should it be revitalized?
- Wide ranging Citizen Engagement process. Focus groups, forums, keep website up to date.

Zoning Audit: (RKG 06/22/2014)

- Findings
 - Zoning overview
 - Format and organization
 - Tables
 - Access and ease of use
 - Policy Framework
 - Use Districts
 - Use Regulations
- Density and Design
- Residential Districts
 - Business Districts
 - MU, PUD, I, T, OS Districts
 - Other Requirements
 - Non-conforming uses/structures
 - Transfer of Development Rights (TDR)
 - Potential Conflicts w/ State Law

Zoning Audit: Questions/ What's Missing

- Defined Permitting process
 - What to expect/not expect
 - Outreach to stakeholders needed.
 - Bylaw can be overly prescriptive
- Mapping / GIS – Wetlands, FIRM updates.
- Too many districts /uses.
- User guide – ease of use for permitting.
- Special Permit process can be confusing.
- Who is the audience?
 - Development community, Boards, Business owners, property owners.
- Needs to be a legal document
- Needs to be balanced
- Differentiation between small projects and large projects, development and redevelopment

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- Amendment of Special Permit—define a process
- Consistency with Arlington's other regulations and policies.
- Index needed
- Readability
- Usability
- Ease of future amendments
- Consistency with case law (ongoing)
- Consistency of interpretation between ZBA, ARB, Zoning Enforcement Officer.

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Next Steps:

- Summary of Meeting
- Scope of work –for RFP
 - ✓ Ralph, Charlie will assist staff
- Meeting Commitments

(Subgroup, larger group)

9/1 8:30-9:30am

9/22 8:00-9:00am

10/6 8:00-9:00am

10/20 8:00-9:00am

11/3 8:00-9:00am

11/17 8:00-9:00am

12/1 8:00-9:00am

12/15 8:00-9:00am

1/5 8:00-9:00am

1/19 8:00-9:00am